

# KSIS Notification: KSIS Point of Contact Updates Request

<b>Subject</b>	<b>KSIS Notification: KSIS Point of Contact Updates Request</b>
<b>From</b>	Burton, Linda - Division of Enterprise Data
<b>To</b>	All State KSIS Contacts
<b>Sent</b>	Thursday, August 15, 2013 2:30 PM

KSIS Contact:

With the start of a new school year, we would like to ensure that the KSIS Point of Contact distribution list is up-to-date. District personnel designated as a KSIS Point of Contact serve in a crucial role for the timely dissemination of important information. The contacts receive email correspondence and announcements regarding the Kentucky Student Information System (KSIS)/Infinite Campus, instructions and timelines for various state reports, training opportunity announcements, the *KSIS and More Newsletter* and other pertinent information for your district. Upon receipt of the correspondence, the KSIS Point of Contact will need to quickly evaluate the content and forward it to the appropriate personnel in your district.

The current list of contacts for all districts can be found on the Kentucky Department of Education website [here](#). Please check your district's contact listing and reply to this email if any changes need to be made. We encourage you to list at least one additional contact for your district to ensure the timely distribution of correspondence in the event the primary contact is out of the office. Please enter any changes for your district's KSIS point of contact in the form provided below.

<b>KSIS Update Form</b>	
<b>District:</b>	
<b>Primary contact:</b>	
<b>Additional contacts:</b>	

Thanks!  
Becky

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The Kentucky Department of Education wants your input on the agency's customer service efforts. Please take a moment to complete an online survey, which may be accessed at [https://www.surveymonkey.com/s/KDE\\_customer\\_service\\_2013](https://www.surveymonkey.com/s/KDE_customer_service_2013). All responses will remain anonymous.